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Administrative County of the Isle of Wight.



STANDING ORDERS

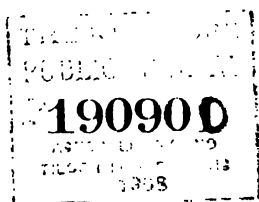
OF THE

ISLE OF WIGHT COUNTY COUNCIL.

Newport, I.W.:

FREDK. LEE, MACHINE PRINTER, PYLE STREET.

1896.



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Administrative County of the Isle of Wight

STANDING ORDERS

OF THE

ISLE OF WIGHT COUNTY COUNCIL.

COUNCIL MEETINGS.

GENERAL.

1.—The Council shall hold four Quarterly Meetings in every year for the transaction of general business.—*M. C. Act, 1882, schedule 2, section 1.* Statutory Meetings.

2.—The first Quarterly Meeting in each year shall be held on the 16th day of March, or on such other day within ten days after the 8th day of March, as the Council may from time to time fix.—*County Councils Election Act, 1891.* Quarterly Meetings.

3.—All meetings of the Council shall be held at half-past eleven o'clock in the forenoon. Time of Meetings.

4.—The Chairman may at any time call a Meeting of the Council. If the Chairman refuses to call a Meeting after a requisition signed by five Members of the Council has been presented to him, any Special Meetings.

five Members of the Council may forthwith on that refusal call a Meeting. If the Chairman without so refusing does not within seven days after such presentation call a Meeting, any five Members of the Council may, on the expiration of those seven days, call a Meeting.—*M. C. Act, 1882, schedule 2, sections 3 and 4.*

**Adjourned
Meetings.**

5.—The Council may adjourn a Meeting to any day or hour as it thinks fit, but no business shall be transacted at an Adjourned Meeting except such as was set out in the summons for the Meeting of which it is an adjournment.

**Notice of
Meeting.**

6.—Three clear days at least before any Meeting of the Council, notice of the time and place of the intended Meeting, signed by the Chairman, or, if the Meeting is called by Members of the Council, by those Members, shall be fixed on or near the outer door of the Offices of the Council. When the Meeting is called by Members of the Council, the notice shall specify the business proposed to be transacted thereat.—*M. C. Act, 1882, schedule 2, section*

7.—Three clear days at least before any Meeting of the Council, a summons to attend the Meeting, specifying the business proposed to be transacted thereat, and signed by the Clerk to the Council, shall be left or delivered by post in a registered letter at the usual place of abode of every Member of the Council.—*M. C. Act, 1882, schedule 2, section 6.*

Contents
and delivery
of summons
to Meeting.

8.—Together with the summons to attend any Meeting of the Council (except an Adjourned Meeting), and the notice of business to be transacted thereat by statute, there shall be sent to every Member a copy of the minutes of the proceedings at the previous Meeting.

Papers to
accompany
Agenda.

9.—All reports and recommendations of any Committee shall be printed, and a copy sent to each Member of the Council three days before the Meeting of the Council at which such report or recommendation is to be considered.

Reports of
Committees
to be printed
and sent to
members.

10.—Want of service of the summons on any Member of the Council shall not affect the validity of a Meeting.—*M. C. Act, 1882, schedule 2, section 7.*

Want of ser-
vice of sum-
mons.

Business
limited by
summons.

11.—No business shall be transacted at a Meeting other than that specified in the summons relating thereto, except, in case of a Quarterly Meeting, business prescribed by The Municipal Corporations Act, 1882, to be transacted thereat.—*M. C. Act, 1882, schedule 2, section 8.*

Notice of
adjourned
Meeting.

12.—When a Meeting is adjourned to a future day, notice of the Adjourned Meeting shall be sent to each Member of the Council, specifying the business to be transacted.

Quorum.

13.—The quorum of the Council shall be ten, that is to say, one fourth of the whole number of the Council.—*Local Government Act, 1888, section 75, sub-section 15.*

Quorum at
commence-
ment of
Meeting.

14.—If at the expiration of fifteen minutes after the hour at which any Meeting of the Council is appointed to be held, a quorum shall not be present, no Meeting shall take place.

Count out.

15.—If during any sitting of the Council, the attention of the Chairman be called to the number of Members present, he shall count them, and if it be found that there is not a quorum present, the Council shall stand adjourned.

16.—Every Member of the Council attending a Meeting shall sign his name in the attendance book kept for the purpose.

Attendance
Book.

17.—The Meeting of the Council shall be held at such place, either within or without the County, as the Council may from time to time direct.—*Local Government Act, 1888, section 75, sub-section 21.*

Place of
Meeting.

18.—After the Council shall have sat for two hours, if it shall appear reasonably probable in the opinion of the Chairman that the business yet to be transacted will last more than one hour, the Council may adjourn for half an hour for refreshment.

Adjourn-
ment for
refreshment.

19.—At every Meeting of the Council, the Chairman if present shall be Chairman of the Meeting. If the Chairman is absent, then the Vice-Chairman shall be Chairman of the Meeting. If the Chairman and Vice-Chairman are both absent, then such County Alderman, or in the absence of all the County Aldermen, such County Councillor as the Members of the Council then present choose, shall be Chairman of the Meeting.—*M. C. Act, 1882, schedule 2, section 9.*

Chairman of
Council
Meetings.

Notices of motion.

20.—All notices of motion shall be sent to the Clerk of the Council so as to be received by him or his deputy (if any) seven clear days at least before the Meeting, but this shall not prevent any motion or amendment being moved without notice on any business mentioned on the agenda, and actually before the Meeting.

Notice of motion: how to be given.

21.—Every notice of motion shall be in writing, signed by the Member of the Council giving the notice, and shall be sent or given to the Clerk to the Council or his deputy (if any), who shall enter a copy thereof in a book to be kept in his office, to be open to the inspection of every Member of the Council.

Relevancy of motion.

22.—Every notice of motion shall be relevant to some question affecting the administration or condition of the County.

Notice of motion to be submitted to and approved by Chairman.

23.—Before any notice of motion be placed on the agenda paper, it shall be submitted by the Clerk or his deputy (if any) to the Chairman, or in his absence or illness to the Vice-Chairman, who, if he be of opinion that it is out of order, shall *cause* the giver of the notice to be so *informed*.

24.—No motion to rescind any resolution passed within the preceding six months, and no motion to the same effect as any motion negatived within the preceding six months shall be in order. But this order shall not apply to motions moved by the Chairman or other member of a Committee in pursuance of the report of the Committee. Limitation.

25.—The order of business at every ordinary and statutory meeting of the Council shall be as follows :— Order of business.

a.—Confirmation of the minutes of the last meeting.

b.—Business expressly required by statute to be done at the meeting.

c.—Deputations authorised to attend.

d.—Any correspondence, communications, questions, or other business specially brought forward by direction or permission of the Chairman.

e.—Any adjourned business.

f.—Reports of Committees and Committee questions.

g.—Notices of motion in the order in which they have been received.

Variation of order of business.

26.—The Council may at any Meeting vary the order of business so as to give precedence to any business of special urgency, and the Chairman may, in his discretion, bring forward any business at any stage.

Minutes to be taken as read.

27.—The minutes of the last meeting shall be taken as read with a view to confirmation, provided that a print of the minutes shall have been sent to each Member of the Council.

Discussion on minutes.

28.—No motion or discussion shall be allowed upon the minutes except as to their accuracy, and any objection on that ground must be made by motion.

STATUTORY BUSINESS.

Day of election of Chairman and Aldermen.

29.—The ordinary day for the election of Chairman or Aldermen shall be the 16th day of March, unless the Council shall fix some other day.—*County Councils Election Act, 1891, section 1, sub-section 3.*

Election of Chairman.

30.—The election of Chairman shall be the first business transacted on the day of election.—*M. C. Act, 1882, section 61, sub-section 2.*

31.—The election of Aldermen shall be held immediately after the election of the Chairman.—*M. C. Act, 1882, section 60, sub-section 2.*

Election of Aldermen.

32.—The appointment of Vice-Chairman shall follow immediately after the election of Aldermen, or if no Aldermen are to be elected, then immediately after the election of Chairman.—*L. G. Act, 1888, section 2, sub-section 6.*

Election of Vice-Chairman.

33.—Deputations wishing to be received by the Council shall be requested, in the first instance, to send in a memorial in writing, and the Clerk or his deputy (if any) shall bring the memorial before the Committee concerned, which shall be authorised, if it see fit, to receive the Deputation, and report to the Council. If the Committee is of opinion that the memorial is one which should be brought before the Council, the Committee shall so report, and if the Committee shall so order, the deputation shall be invited to attend the next meeting of the Council. If the matter in question concerns any particular Electoral Division, the Councillor elected for such Division shall be summoned to the Committee meeting at which the memorial shall be considered.

Deputations to send memorial.

Reception of Deputations. 34.—A Deputation shall not exceed five in number, and only one member thereof shall be at liberty to address the Council, except in reply to questions from Members of the Council, and the matter shall not be further considered by the Council until the Deputation shall have withdrawn.

Petitions. 35.—Petitions may be presented by Members of the Council immediately after the confirmation of the minutes, but the presentation of a Petition shall not be accompanied by any speech or comment.

Questions. 36.—Any Member desirous of putting a question as to the general work or procedure of the Council shall reduce the same to writing, and forward it to the Clerk of the Council or his deputy (if any). Such question shall, if the Chairman of the Council consider it in order, be answered at the next Meeting of the Council, provided that it was received at the Office not later than the first post on the day preceding such Council Meeting. No speech or discussion shall be allowed on any question so put.

RULES OF DEBATE.

37.—A Member of the Council shall stand when speaking, and shall address the Chair. Members to stand whilst speaking.

38.—A Member who speaks shall direct his speech strictly to the motion or amendment under discussion, or to a motion or amendment to be proposed or seconded by himself, or to a question of order. Relevance.

39.—Whenever the Chairman rises during a debate, any Member then speaking or offering to speak is to sit down, and the Council is to be silent, so that the Chairman may be heard without interruption. Precedence of Chairman.

40.—The Chairman may call the attention of the Council to continued irrelevance, tedious repetition, unbecoming language, or any breach of order on the part of a Member, and may direct such Member, if speaking, to discontinue his speech, or in the event of persistent disregard of the authority of the Chair, may suspend the sitting of the Council. Irrelevance, repetition, and disorder.

Offensive
language.

41.—No Member may impute motives or use offensive expressions in reference to any Member of the Council.

Members to
speak only
once.

42.—A Member shall not speak more than once on any motion or amendment except as provided in number 50 of these Standing Orders. The mover of an original motion may, however, reply, but he shall strictly confine himself to answering pre-

Adopted 30th November, 1905.

Time limit
of speeches.

42A.—A Member shall not speak for a longer period than ten minutes on any motion or amendment; provided, nevertheless, that the mover of an original motion shall be allowed to speak thereon for a period of not more than fifteen minutes in moving such motion as well as for a further period of not more than ten minutes in replying upon the debate.

debates to have been misunderstood.

Chairman's
ruling on
questions
of order.

43.—The ruling of the Chairman on a point of order, or on the admissibility of a personal explanation, shall be final, and shall not be open to discussion.

Withdrawal
of motion or
amendment.

44.—A motion or amendment once made and seconded shall not be withdrawn without the consent of the Council.

45.—Any Member may, in the absence of the mover of any motion on the agenda paper, or in the event of such mover declining to move the motion, himself move such motion : Provided that a motion or an amendment may be withdrawn by the mover, with the consent of the Council, which shall be signified without debate, and it shall not be competent for any Member to speak upon it after the mover has asked permission for its withdrawal, unless such permission shall have been refused.

Motion may be moved in the absence of the original mover.

46.—An amendment shall be either—

Subject of an amendment.

a.—To leave out words ;

b.—To leave out words, and insert or add other words ;

c.—To insert or add words ;

d.—Or in such form as shall be approved by the Chairman.

47.—When a motion is under debate at any Meeting of the Council, no further motion shall be received except the following :—

Order of debate.

a.—To amend the motion ;

b.—That the consideration of the question be postponed ;

Offensive
language.

41.—No Member may impute motives or use offensive expressions in reference to any Member of the Council.

Members to
speak only
once.

42.—A Member shall not speak more than once on any motion or amendment except as provided in number 50 of these Standing Orders. The mover of an original motion may, however, reply, but he shall strictly confine himself to answering previous speakers, and shall not introduce any new matter into the debate. The right of reply shall not extend to the mover of an amendment, which, having been carried, has become the substantive motion. After the reply, the question shall be put forthwith: Provided always that a Member may speak to a point of order as soon as possible after such point shall arise, or in explanation of some material part of a speech made by him which he believes to have been misunderstood.

Chairman's
ruling on
questions
of order.

43.—The ruling of the Chairman on a point of order, or on the admissibility of a personal explanation, shall be final, and shall not be open to discussion.

Withdrawal
of motion or
amendment.

44.—A motion or amendment once made and seconded shall not be withdrawn without the consent of the Council.

45.—Any Member may, in the absence of the mover of any motion on the agenda paper, or in the event of such mover declining to move the motion, himself move such motion : Provided that a motion or an amendment may be withdrawn by the mover, with the consent of the Council, which shall be signified without debate, and it shall not be competent for any Member to speak upon it after the mover has asked permission for its withdrawal, unless such permission shall have been refused.

Motion may be moved in the absence of the original mover.

46.—An amendment shall be either— Subject of an amendment.

- a.*—To leave out words ;
- b.*—To leave out words, and insert or add other words ;
- c.*—To insert or add words ;
- d.*—Or in such form as shall be approved by the Chairman.

47.—When a motion is under debate at any Meeting of the Council, no further motion shall be received except the following :— Order of debate.

- a.*—To amend the motion ;
- b.*—That the consideration of the *question* be postponed ;

c.—That the Council do now adjourn ;

d.—That the debate be adjourned ;

e.—That the question be now put ;

f.—That the Council do proceed to the next business.

Amendments
to be relevant,
and to be in
writing.

48.—Every amendment shall be relevant to the motion on which it is moved, and shall be reduced to writing, signed by the mover, and handed to the Chairman or Clerk to the Council, or his deputy (if any).

To be read.

49.—Every amendment shall be read before being moved.

To be seconded.

50.—No amendment shall be discussed or put to the Council until it shall have been seconded. A Member who has seconded a motion or an amendment merely in a formal manner shall be permitted afterwards to speak upon it.

Amendments
after the
first.

51.—Whenever an amendment upon an original motion has been moved and seconded, no second or subsequent amendment shall be moved until the first amendment shall have been disposed of. If an amendment be carried, the motion as amended shall take the place of the original motion, *and shall become the question, upon which any further amendment may be moved.*

Adopted 30th November, 1905.

58.—Any Member of the Council may Closure.
any time move:

- 1.—That the consideration of the question be postponed to any stated period, or sine die;
- 2.—That the Council do now adjourn;
- 3.—That the debate be adjourned;
- 4.—That the question be now put;
- 5.—That the Council do proceed to the next business;

subject to the following qualifications: Such motion must be seconded, but it need not be reduced to writing, and shall immediately be put to the vote without discussion, except that in case the motion be "That the Council do now adjourn," it shall be competent for the Chairman, before putting that motion, to take the pleasure of the Council as to whether it will proceed to the transaction of unopposed business.

Provided, nevertheless, that no motion under this Standing Order shall be considered to have been carried and be acted upon unless two-thirds at least of the Members present and voting shall have voted in favour thereof.

A
tc
v:
tc
w

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cc

Ar
aft
fir

52.—No member shall be at liberty to move more than one amendment upon any motion.

A member may move only one amendment.

~~53.—Any Member of the Council may, at the conclusion of any speech, move :~~ Closure.

- ~~1.—That the consideration of the question be postponed to any stated period, or sine die ;~~
- ~~2.—That the Council do now adjourn ;~~
- ~~3.—That the debate be adjourned ;~~
- ~~4.—That the question be now put ;~~
- ~~5.—That the Council do proceed to the next business ;~~

~~subject to the following qualifications : Such motion must be seconded, but it need not be reduced to writing, and shall immediately be put to the vote without discussion, except that in case the motion be "That the Council do now adjourn," it shall be competent for the Chairman, before putting that motion, to take the pleasure of the Council as to whether it will proceed to the transaction of unopposed business.~~

Amended 30-11-1905.

54.—None of the motions numbered 1, 2, 3, 4, and 5 in Number 53 of these Standing Orders shall be moved a second time within half an hour, and no member shall move or second more than one motion for adjournment.

As to a second motion for closure.

VOTING.

Majority to
decide ques-
tions.

55.—All acts of the Council, and all questions coming or arising before the Council may be done and decided by the majority of such Members of the Council as are present, the whole number present, whether voting or not, not being less than one fourth of the Members of the whole Council.—*M. C. Act*, 1882, *schedule 2* (10.)

Mode of
voting and
proceeding
on divisions.

56.—Every question shall be determined by the voices of those present, or by a show of hands, unless a division is demanded by not less than four Members, in which case the names of those voting for and against such question shall be taken down in writing, and entered on the minutes: provided that any question may, on a resolution of the Council, be determined by ballot.

Chairman to
give casting
vote.

57.—In case of equality of votes, the Chairman of the Meeting shall have and give a second or casting vote.—*M. C. Act*, 1882, *schedule 2* (11.)

MINUTES AND RECORDS.

—Minutes of the proceedings of every
ing of the Council shall be drawn up,
airly entered in a book kept for that
ose, and shall be signed by the Chair-
of the same or the next Meeting.—*M.*
Ct, 1882, schedule 2, section 12.

Minutes to
be recorded.

~~—The minutes of the Council shall be
ed as soon as possible after each
ing and a copy shall be sent to each
ber.~~

Minutes to
be printed
and circu-
lated.

*Revised
30-11-1905*

—The Common Seal of the Council
be kept in some safe place, under
ations to be sanctioned by the General
oses Committee.

Safe custody
of Common
Seal.

—No deed or other document shall be
d with the Common Seal of the Council
it in pursuance of a resolution of the
cil, or of a Committee of the Council
authorised, and in the presence of two
bers of the Council, and of the Clerk
e Council or his deputy (if any).

Mode of seal-
ing docu-
ments.

—An entry of the sealing of every deed
other document to which the Common
shall have been affixed shall be made

Record of
sealed docu-
ments to be
kept.

by the Clerk of the Council or his deputy (if any) in a book to be provided for that purpose, and shall be signed by two Members of the Council present at the sealing.

SUSPENSION OF STANDING ORDERS.

Two-thirds of Members present can suspend.

63.—Any one or more of the Standing Orders, except such as are enacted by statute may be suspended at any meeting so far as regards any business at such meeting: Provided that two thirds of the Members of the Council present and voting shall so decide.

COMMITTEES.

Committees to be appointed.

64.—The following Standing Committees shall be appointed at the Annual Meeting of the Council in March:—

- 1.—The Standing Joint Committee;
- 2.—The Finance Committee;
- 3.—The County Assessment Committee;
- 4.—The Committee of Visitors of the Isle of Wight Asylum;
- 5.—The Executive Committee under the Diseases of Animals Acts;

- 6.—The Technical Education Committee ;
- 7.—The Roads Committee ;
- 8.—The Allotments Committee ;
9. The General Purposes Committee.
- Committees to be appointed.

65.—The Chairman and Vice-Chairman of the Council shall be *ex officio* members of every Committee of the Council, except the Committee of Visitors and the Standing Joint Committee.

Chairman and Vice-Chairman to be *ex officio* members.

66.—A vacancy occurring on any Committee shall if possible be notified on the agenda paper, and filled up at the next meeting of the Council, unless such vacancy shall arise by the death or retirement from the Council of a Member, in which case the vacancy on the Committee shall be filled up at the meeting of the Council next after the election rendered necessary by such death or retirement.

Vacancy on Committees how filled.

67.—When two Members on different Committees agree to exchange from one Committee to another, they shall notify the same to the Clerk of the Council or his deputy (if any) and the Chairmen of the Committees affected, and the matter shall be brought forward by the Committees in

Members may agree to exchange.

their reports at the next meeting of the Council. If the Council agree to the exchange, the same shall take effect forthwith.

Meeting of
Committees.

68.—Standing Committees shall, if necessary, meet once at least every quarter, and shall present quarterly reports of their proceedings to the Council.

Quorum.

69.—Except when otherwise provided, three Members shall constitute a quorum.

Urgent business.

70.—On the summons to attend any meeting of a Committee, the business to be transacted thereat shall be specified; but the Chairman shall be at liberty to bring on any special business not so specified which he deems of sufficient urgency.

Attendance
books to
be kept.

71.—Each Committee shall keep a separate attendance book, in which every Member attending shall sign his name.

Election of
Chairman of
Committee.

72.—At the first meeting of every Committee, the first business shall be to elect a Chairman. In the absence of the Chairman at any meeting, a Chairman for that particular occasion shall be appointed.

Correspondence.

73.—All letters and other documents addressed to the Council shall be opened by the Clerk of the Council, and referred

by him to the Committee to which they relate, who are hereby authorised to deal with the same. Correspondence.

74.—Every Committee authorising the expenditure of money shall signify their approval of all accounts connected with the business of the Committee by the signature or initials of the Chairman, or acting Chairman, or one other Member thereof deputed by the Chairman for that purpose, on some part of the same accounts, prior to their transmission to the Finance Committee. Accounts to be initialed by Chairman of Committee.

75.—The following duties shall be and are hereby delegated to or are entrusted to the Standing Committees :— Delegation to Committees,

FINANCE COMMITTEE.

To regulate and control the finances of the County. Finance Committee.

To prepare and submit to the Council the estimates of income and expenditure for the year.

To institute and direct such proceedings as may be deemed necessary or desirable for enforcing payment of all or any part of the County, Police, or other rates.

Finance
Committee.

To make all necessary financial recommendations and estimates to the Council in accordance with the provisions of The Local Government Act, 1888, and to consider reports of other Committees so far as financial questions are concerned.

To make orders in writing on the County Treasurer for payment of moneys resolved to be paid by the Council.

To negotiate all loans authorised by the Council ;

And generally to supervise all matters affecting the financial affairs of the Council, except the making the standard or basis for the County Rate.

COUNTY ASSESSMENT COMMITTEE.

Assessment
Committee.

To prepare and revise the basis or standard for the County Rate at such time or times as the Council may from time to time direct, or at such times as the Committee may think expedient.

COMMITTEE OF VISITORS.

*Committee
of Visitors,*

To carry out the provisions of The Lunacy Acts.

To complete the erection and furnishing of the County Lunatic Asylum now in course of erection, and the furnishing and fitting thereof, and the appointment of officers, servants, and others, and to have, use and exercise all and every the powers conferred by The Lunacy Acts from time to time in force with reference to the above matters.

Committee
of Visitors.

To manage and control the County Lunatic Asylum at Whitecroft, and to have, use, and exercise all the powers and duties conferred on a Committee of Visitors by any statute, so far as the Administrative County of the Isle of Wight is concerned.

EXECUTIVE COMMITTEE UNDER THE
DISEASES OF ANIMALS ACTS.

To have, use, and exercise all the powers of the Council under The Contagious Diseases (Animals) Acts, 1878, and the Acts and Orders now or from time to time amending the same, except the power to make a rate, the appointment and salaries of officers, and the appointment of District Committees.

Executive
Committee.

To carry into effect all the Orders of the *Board of Agriculture* in relation thereto.

Executive
Committee.

To have, use, and exercise all the powers of the Council under The Destructive Insects Act, 1877, and of The Wild Birds Protection Act, 1880, and the Acts now or from time to time amending such Acts.

To prepare, make, seal, issue, and adopt such regulations, and to take all such proceedings under the said several Acts and Orders as may from time to time be deemed advisable.

TECHNICAL EDUCATION COMMITTEE.

Technical
Education
Committee

To have, use, and exercise within the rural parts of the County all the powers of the Council conferred by The Technical Instruction Act, 1889, The Science and Art Act, 1891, The Local Taxation (Customs and Excise) Act, 1890, or any other Act or Acts amending the same.

To have, use, and exercise within the rural parts of the County all and every the powers which may from time to time be conferred on the Council with reference to technical education.

To have, use, and exercise within the urban districts of the County all the powers of the Council with reference to requiring

returns of the mode of expenditure of the grants made by the Council, and the results of such expenditure, and to advise the Council as to the making or withholding of such grants, or any of them.

Technical
Education
Committee.

To advise the Council on all matters relating to technical education in the urban districts of the County.

ROADS COMMITTEE.

To have, use, and exercise all such powers of the Council as may from time to time be conferred upon them with reference to the repair of the main roads, highways, and other roads within the County, and the erection, repair, maintenance, and improvement of County bridges and bridge roads.

Roads Com-
mittee.

To carry out all the provisions of The Highways and Locomotives Amendment Act, 1878, The Highways and Bridges Act, 1891, and The Local Government Act, 1888, or any Act referred to in or amending such Acts.

ALLOTMENTS COMMITTEE.

To have, use, and exercise all the powers of the Council now in force with reference to allotments or small holdings, or under any Act or Acts hereafter to be passed relating thereto.

Allotments
Committee.

GENERAL PURPOSES COMMITTEE.

General
Purposes
Committee.

To hear all applications for and grant all Licences for the performance of Stage Plays.

To order the Printing of the several Registers of Voters.

To administer the several Acts relating to Weights and Measures, Petroleum Explosives, The Sale of Gas Act, and The Food and Drugs Act.

To receive, consider, and report upon the Annual Reports of the Medical Officers of Health of the several Urban and Rural Districts of the County.

To receive and consider all applications under section 57 of The Local Government Act, 1888, and, if a *prima facie* case is made out, to hold or cause to be held an Inquiry, and report to the Council whether the application should be granted or refused, and, if granted, to recommend the form in which the Order should be made.

To receive and consider all applications made to the Council under any section of The Local Government Act, 1888, except

under section 57, and also under The Local Government Act, 1894, and report to the Council thereon.

General
Purposes
Committee.

To receive and consider all applications under The Isolation Hospitals Act, 1893 and report to the Council thereon.

To prepare all Bye-laws and Standing Orders for regulating the proceedings of the Council and of its Committees, and to submit the same to the Council for approval.

To attend to all business and matters of a general character which the Council may refer to it, and which have not been entrusted to other Committees.

To suggest to the Council from time to time any new business which in its opinion is important to the public interest.

REPORTS OF COMMITTEES.

76.—Every report of a Committee intended to be laid before the Council shall be printed and circulated with the summons for the meeting of the Council at which it is to be presented.

Report to be
printed and
circulated
with sum-
mons to
meeting.

Report to be signed by the Chairman. 77.—Every report of a Committee shall be signed by the Chairman of the meeting at which the report is agreed upon.

VOTING IN COMMITTEE.

Mode of deciding questions. 78.—Every question shall be determined by the voices of those present, or by a show of hands if a division is demanded, and in case of an equality of votes, the Chairman shall in every case have and give a second or casting vote.

SUB-COMMITTEES.

References to Sub-Committees. 79.—Any Committee may appoint for any specified purpose or purposes a Sub-Committee of their number, who shall report to the Committee appointing them.

Regulation of Sub-Committees. 80.—The following regulations shall apply to every Sub-Committee :—

- 1.—The Chairman of every Committee shall be *ex officio* a member of every Sub-Committee.
- 2.—Every Sub-Committee shall be called together by the Clerk as soon as possible after its appointment.

3.—The first business of every Sub-Committee shall be the appointment of a Chairman.


4.—Unless otherwise directed, the quorum of a Sub-Committee shall be as follows :—

If the Sub-Committee consists of five or less than five Members, the quorum shall be two ;

If the Sub-Committee consists of more than five Members, the quorum shall be three.

81.—The Standing Orders for debate in the Council shall be observed as far as possible in all Committees.

Standing
Orders to be
observed in
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